

**Santa Fe County
Capital Improvement Planning
Capital Needs Request**

Project Name: Example – Pave County Road X			
Project Type: Road, Water, Park, etc.			
Project Location:			
Submitted by and e-mail address:			
Contact Phone Number :		Date:	

Project Description and Cost Estimate (if known):

Enter the project information here. Add as much descriptive information as possible of the project here. Is this request to make an improvement to an existing County road or facility? Is this for a new building, utility line, trail or road? An addition? How big or how long? What purpose will it serve or what benefit will it bring? Please provide as much detail as possible. If you have an estimate of the project costs, please include that information as well.

Public Works Receipt / Review (initial and date):

Received by:

Return completed form to Rudy Garcia (992-9865) at rgarcia@santafecountynm.gov This form may be downloaded from www.santafecountynm.gov/public_works under “QUICK INFO”. Complete the form and e-mail to Rudy.